



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

March 23, 2007

GENERAL LETTER NO. 9-T-AP-2

ISSUED BY: Bureau of Collections
Division of Child Support Recovery, Case Management, and Refugee Services

SUBJECT: Employees' Manual, Title 9, Chapter T, Appendix, **1099 PROCESS APPENDIX**, obsolete.

Summary

This appendix is now obsolete. The federal Office of Child Support Enforcement stopped processing requests to IRS for Project 1099 in 2001.

Effective Date

Upon receipt.

Material Superseded

Remove the entire Employees' Manual, Title 9, Chapter T, Appendix, and destroy it. This includes the following:

<u>Page</u>	<u>Date</u>
Title Page	June 9, 1998
Contents	June 9, 1998
1-4	June 9, 1998
470-0176	4/94
470-3170	3/98
470-3232	7/95
Comm. 141	June 9, 1998

Additional Information

Form 470-0176, *Address Information Request*, remains a valid form and is used as part of the location process.

Form 470-3170, *Asset Verification Request*, remains a valid form and is used as part of the administrative levy process. A sample of this form and instructions about how it is used can be found in 11-A-Appendix.

Form 470-3232, *Employment Verification Request*, and Comm. 141, *Data Entry Handbook for the 1099 Process*, are obsolete. Any remaining supplies of these should be destroyed.

Refer questions about this general letter to your regional collections administrator.